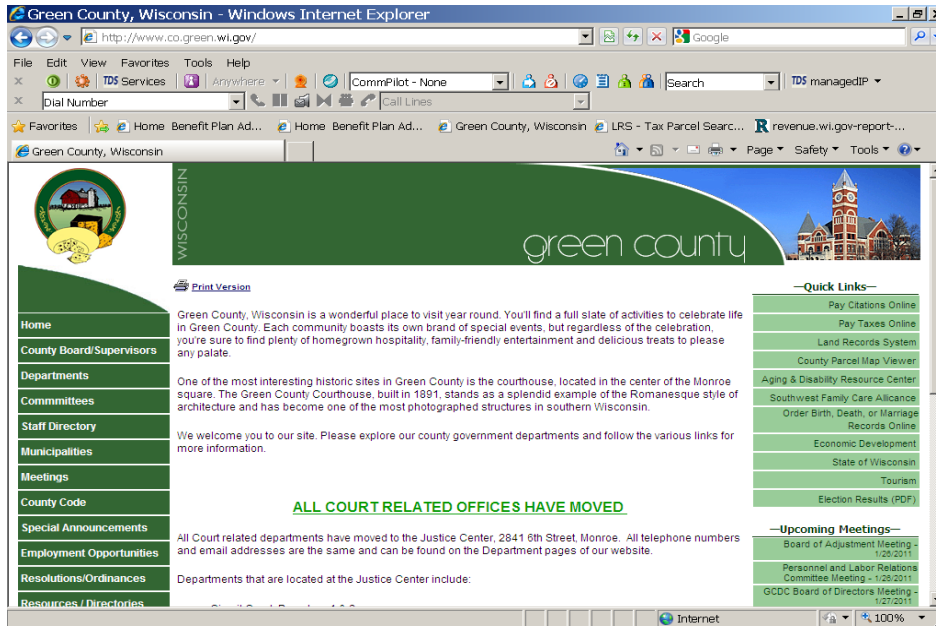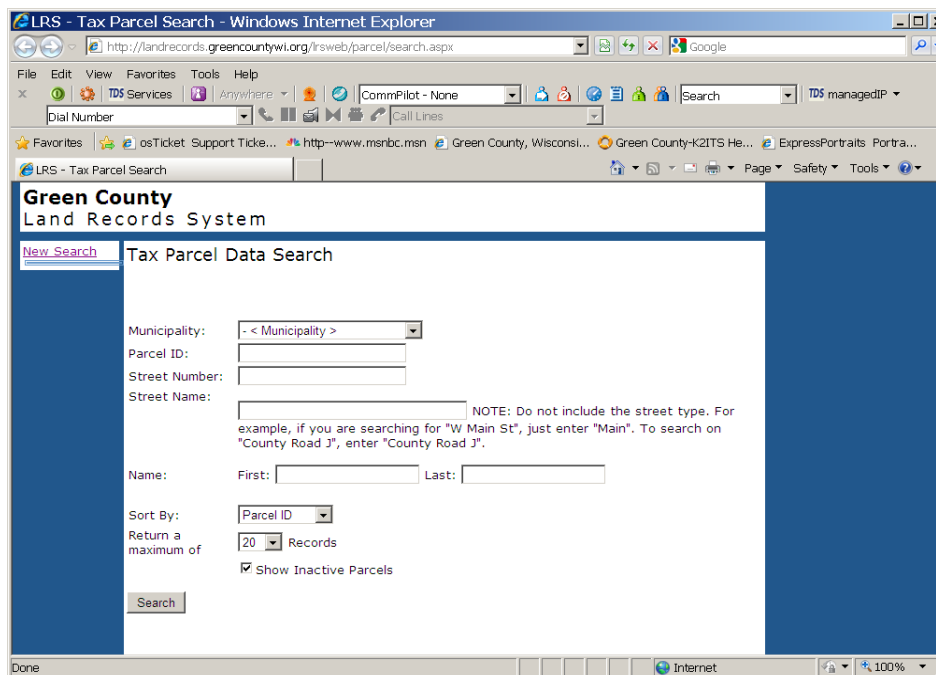# LAND INFORMATION SOFTWARE – WEB PORTAL

You can access the new land information program web portal by going to the County's website. The website is www.co.green.wi.gov

Under quick links click on the Land Records System and you should see the following.

HOW TO SEARCH

You are able to search parcel information different ways by Parcel ID#, Street Number, Street Name, and Owner Name.

To Search by Parcel ID#
In this search if you know the municipality you can click on the drop down arrow

Click on your municipality. Then enter the last eight digits of the parcel number without any spaces or decimal points (example: 23002 00010000 – you chose the Town of Adams and then in the Parcel Id# enter 00010000)

The first thing to come up will be the disclaimer page. Please read and either check I accept or I do not accept (which will not allow you move forward).

After you click accept the parcel number will appear with the owner information and address.
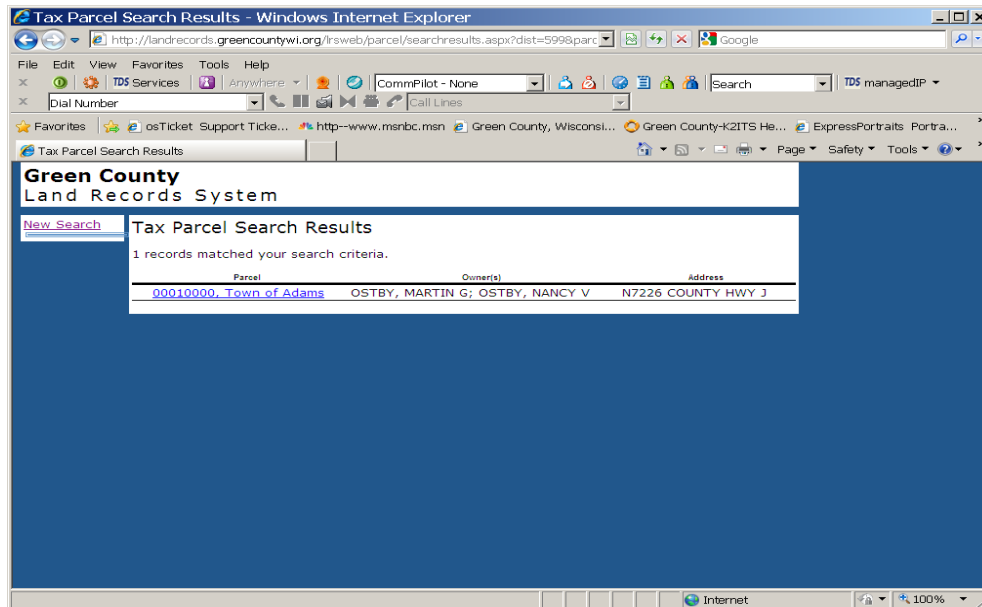
Click on the parcel number and the next screen to appear will be
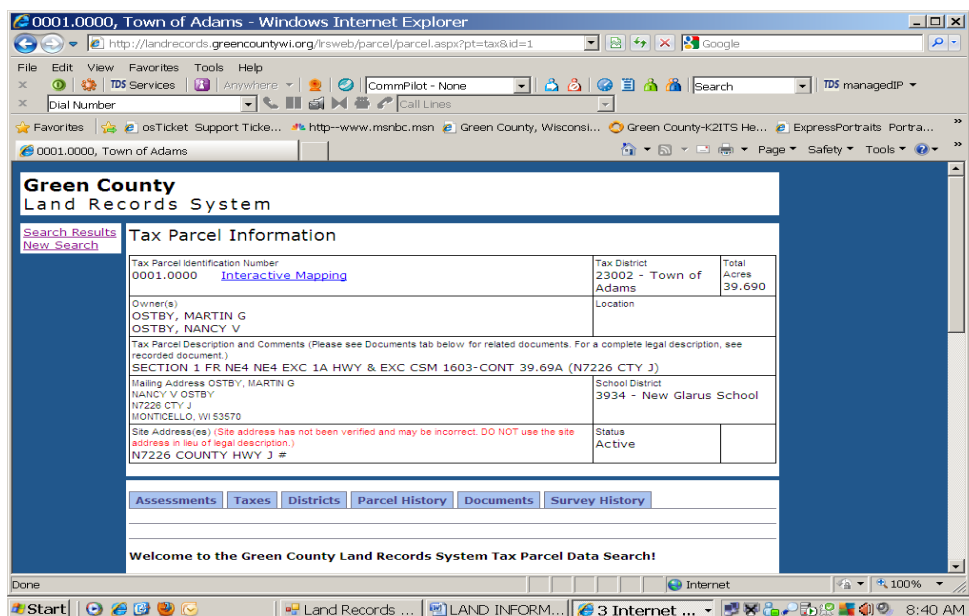
To search by Street Number

Enter either the fire number or the house number. (example: W2535 or 2511)

Click on search. Once again you will get the disclaimer page and if you click on the accept. You will see the following screen.

As you can see it will give you all addresses that have 2511 in the house or fire number. By not defining the search any further gives you any easy way to identify the parcel that you may be looking for.

To Search by Street Name

Type in the name of the Street and click on search. In this example I have used Spring.

It will give you all of the parcels that have that name contained within the road name.

Once again you would just click on the parcel that you were specifically looking for.

To Search By Name

Once again you would type the name of the person you are looking for in the Last Name Hawkins is the example used.

Click on search and you will get the following results.

TIPS

To get the best results it is best <u>not</u> to define your search by both the house/fire number and street address – this will limit your results as the information would have to be exactly entered as it is in the database.

The broader you enter your search criteria the more results. You can define a search by clicking on the municipality and either the street number or the street name will allow for the search only in that municipality or putting in the first and last name in a name search will once again limit the search.

OTHER SEARCH ITEMS

Below search by Street Name - you will see that there is a Sort By tab with a drop down box – the default is by parcel number. If you click on the drop down box it will show Owner Name. Also shown is a Return a maximum of Records – if what you are searching is a common name you may change the maximum number of records to a higher number so that you will be sure to see all of the parcels.

Once you have identified the parcel you are searching
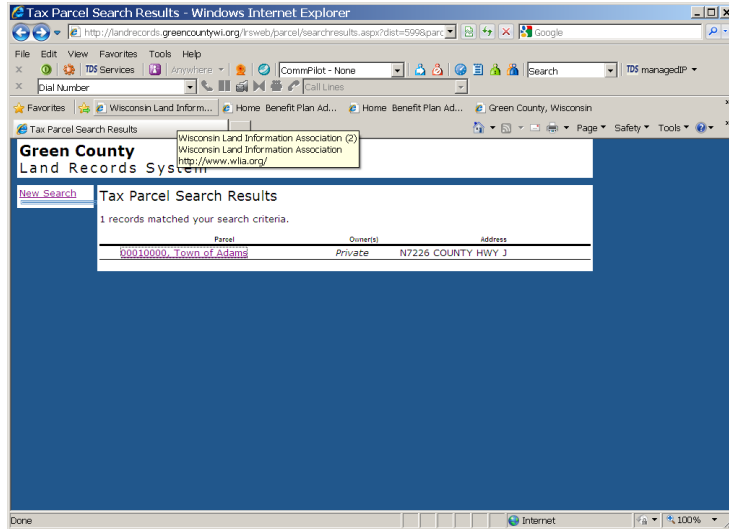
Click on the parcel and the following page comes up. You can click on any of the tabs to obtain the specific information you are looking for.
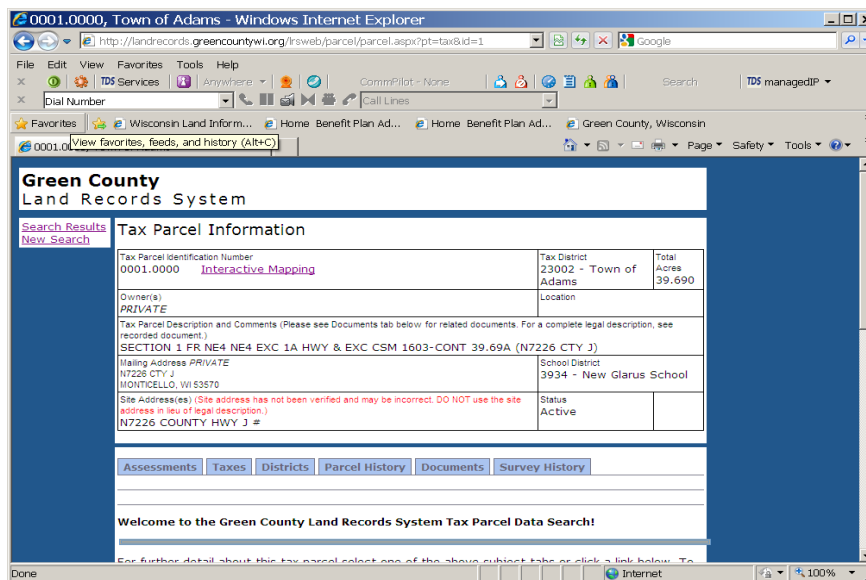
Assessment Tab

Currently only the 2010 assessment information is available. If you click on the 2011 Tab it will give the current assessor information with contact information. (see below) Once the Board of Reviews are complete and the Assessment roll is certified assessment information for that municipality will be available for 2011. We will have up to 15 years worth of information available.
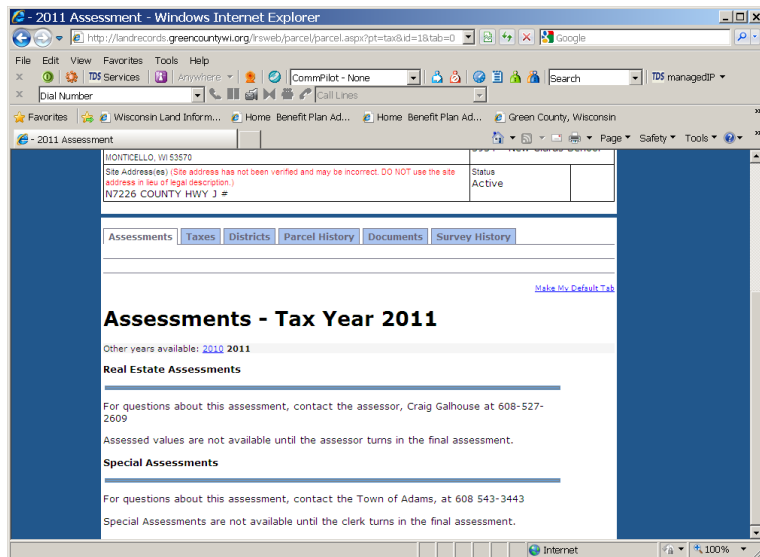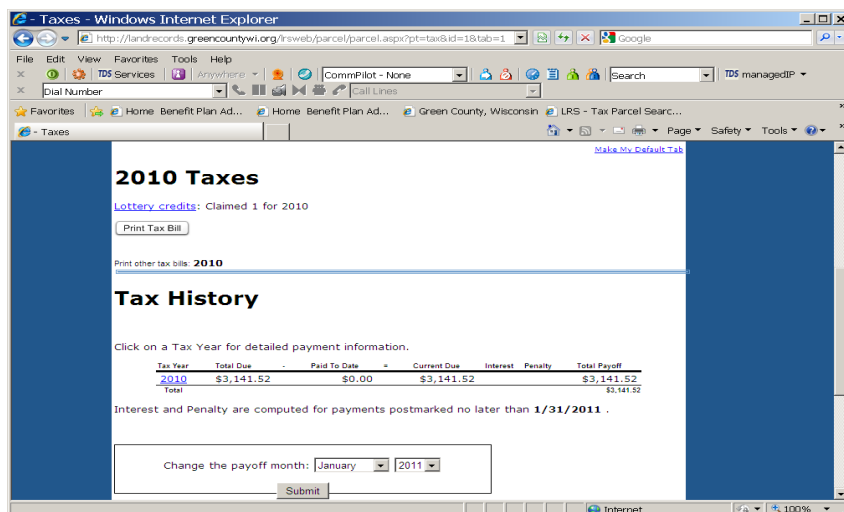

Taxes Tab

When you click on it and arrow down you will see the following.

As you can see you can click on the Print Tax Bill tab and it will print the 2010 tax bill. As we progress it will continue to add the ability to print additional year's tax bills. It will also show taxes for the current year and if there were prior years as of September 1st 2010. Click on the year and it will show if there has been any payments made for that

year and what or if there is a remaining balance. You also have the ability to calculate interest and penalty for a specific payment date if delinquent taxes are showing.

District Tab

The Districts tab will indicate a parcel in a drainage district; sanitary district, tax incremental district etc…

Parcel History Tab

This gives information on the parcel number and whether it is an active/inactive parcel what new parcels may have been created from the old parcel. You also have the ability to click on the parent parcel number to get that history as well.

Documents Tab

Information available on this tab will show a list of documents on file in the Register of Deeds office.

Survey Tab

This tab will show if a survey has been done since our transfer to the LRS system showing the type of survey and the date of the survey.

One last feature of the Land Information System Web Portal is at the top of the tax parcel information you will see a link next to the parcel number that says "interactive mapping". By clicking on that link it will take you into the County Parcel Map Viewer.
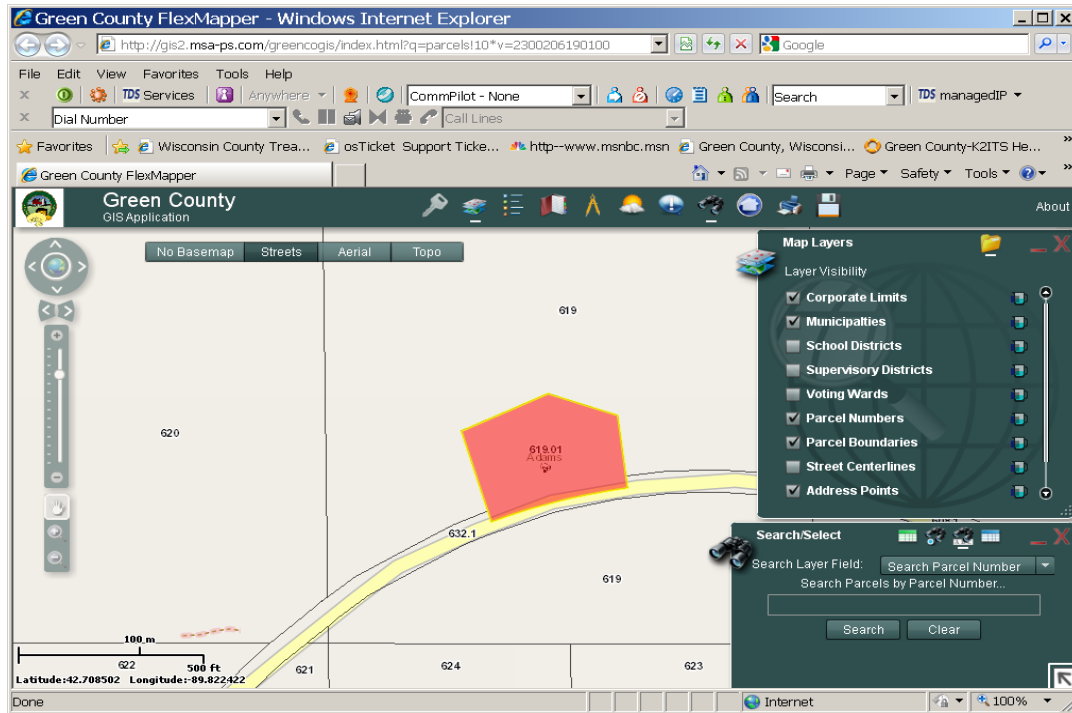
If you have any questions, please contact the Treasurer's/Land Information office at 608-328-9435.